

Instructions for AGR End-of-Year Report

1. Access the <u>AGR Reporting Portal</u> (https://agr.dpi.wi.gov/AGR/Login.aspx) and login by entering your username and password. If you forgot your password, please use the "Forgot Password" link to reset your password.

PLEASE NOTE: read the instructions completely as an additional question was added to the report to capture COVID-19 activity.

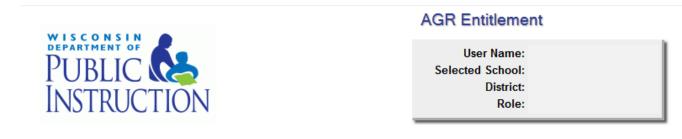


- 2. Select your school by clicking on the school name on the District Reporting Portal page.
- 3. Select "Enter Data" to the right of the "2019-20 End-of-Year and Financial Reports."



NOTE: Once entitlement details are submitted, the form cannot be changed. Only submit your details when you are sure everything is correct.

4. On the Contact Information page, a report contact must be designated. If required fields are not filled out, the report will prompt you to complete those fields before proceeding.

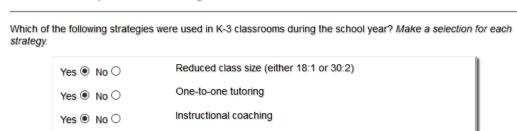


| ISTRICT PORTAL | SCHOOL PORTAL CHANGE PASSWORD REPORTING INSTRUC | TIONS LOGOUT |
|-----------------|---|---|
| End-of-Yea | r Report - Contact Information | |
| General Info | rmation: | |
| District Code: | | |
| District Name: | | |
| School Code: | | |
| School Name: | | |
| | | |
| Contact Pers | | |
| Contact Pers | on. | |
| First Name: | Brielle | |
| Last Name: | Glatzel | |
| Position Title: | Program Specialist | |
| Phone Numbe | r (Area Code/No): 608-266-4499 | |
| Phone Extens | on: | New functionality allows financial/business staff to |
| Email: briell | e.glatzel@dpi.wi.gov | bypass End-of-Year portion. |
| | | |
| | | |
| Previous | Save Next | Skip to Financial Report |
| | | |

- 5. Financial/business staff may also skip to the Financial Report at any time by using the "Skip to Financial Report" button.
- 6. All fields must be filled in on the End-of-Year Report. If any are left blank, a request to complete those fields will stop you from proceeding to the next section. When necessary, select "N/A" to answer any question not relevant to your program.

7. Select the AGR strategies that were implemented in K-3 classrooms during the school year. A selection must be made for each strategy.

End-of-Year Report - AGR Strategies



- 8. When "Yes" is selected, it will prompt an additional page of questions regarding that specific strategy. If more than one strategy is selected, the report will generate an additional page for each strategy.
- 9. At the top of each strategy questions page, you will be required to provide the percentage of classrooms in which the strategy was implemented for each grade. A selection must be made for each semester for every grade.

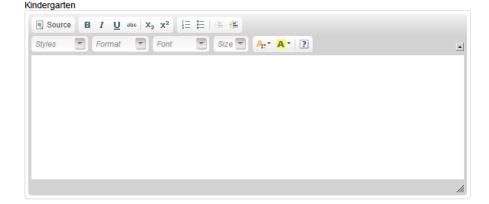
What percentage of classrooms in each grade have a reduced class size? Make a selection for each grade level.

| Grade | Percent of Classrooms | | | | |
|--------------|-----------------------|---------------|--------|--------|---------------|
| | None | Less than 25% | 25-50% | 51-75% | More than 75% |
| Kindergarten | 0 | 0 | 0 | 0 | 0 |
| First | 0 | 0 | 0 | 0 | 0 |
| Second | 0 | 0 | 0 | 0 | 0 |
| Third | 0 | 0 | 0 | 0 | 0 |

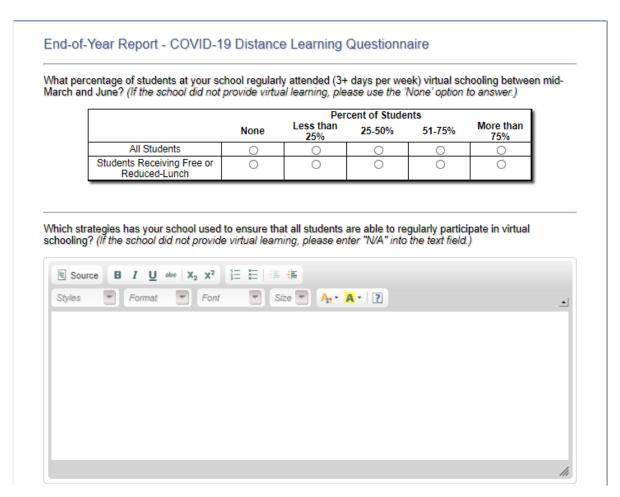
10. Once the strategy questions page(s) has been completed, you will be required to provide assessment information for each grade.

End-of-Year Report - Benchmark Assessments and Performance Objectives

Which assessments are you using to measure student progress in each grade during the school year (e.g., MAP, PALS, STAR)? Please list all that apply. If your school does not include a grade level, respond by typing "N/A" in the space provided.



11. **COVID-19 Question**: A new question was added to capture COVID-19 related activities. Please complete both the parts of the question shown below.



12. Once you reach the stop screen, hitting "Next" will begin the Financial Report. Please contact your financial/business staff to obtain required information for the financial reporting portion.



The questions in this section request specific dollar amounts your district spent on instruction and support services using AGR aid funds.

Please contact your district business office, if necessary, to obtain the required information for this financial reporting.